



## **YOUTH COMMISSION MEETING AGENDA**

**Monday, December 6, 2021 - 6:30 P.M.**

**Please Note: Per California Executive Order N-29-20,  
the Youth Commission will meet via Telephone/Video Conference only.**

Members of the Public may join and participate in the Council meeting at  
<https://meetings.ringcentral.com/j/1448456728>

**TO PARTICIPATE VIA THE LINK ABOVE** - Members of the public will need to have a working microphone on their device and **must have the latest version of RingCentral available at this link** <http://www.ringcentral.com/download.html>. To request to speak please use the “Raise hand” feature located at the bottom of the screen.

**TO PARTICIPATE VIA TELEPHONE** - Members of the public may also participate via telephone by calling 1-650-242-4929 (Meeting ID: 144 845 6728). Press \* 9 on your telephone to indicate a desire to speak.

Public testimony will be taken at the direction of the Chair and members of the public may only comment during times allotted for public comments. Once called to speak, speakers will be asked to state their name and place of residence. Providing this information is optional.

**TO SUBMIT WRITTEN COMMENTS**, prior to the meeting, on matters listed on the agenda email [whanel@losaltosca.gov](mailto:whanel@losaltosca.gov) with the subject line in the following format:

**PUBLIC COMMENT AGENDA ITEM ## - MEETING DATE.**

Emails sent to the above email address are sent to/received immediately by the Youth Commission. Correspondence submitted in hard copy/paper must be received by 2:00 p.m. on the day of the meeting to ensure it can be distributed prior to the meeting. Correspondence received prior to the meeting will be included in the public record.

**CALL MEETING TO ORDER**

**ESTABLISH QUORUM**

**PLEDGE OF ALLEGIANCE**

## **PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA**

Members of the audience may bring to the Commission's attention any item that is not on the agenda. Please complete a "Request to Speak" form and submit it to the Staff Liaison. Speakers are generally given two or three minutes, at the discretion of the Chair. Please be advised that, by law, the Commission is unable to discuss or take action on issues presented during the Public Comment Period. According to State Law (also known as "the Brown Act") items must first be noticed on the agenda before any discussion or action.

## **ITEMS FOR CONSIDERATION/ACTION**

1.     Minutes  
Approve minutes of the regular meeting of November 1, 2021, and special meeting of November 22, 2021
2.     Poet Laureate Program  
Discuss partnering with the Public Arts Commission to bring the National Youth Poet Laureate Program to Los Altos
3.     Fiscal Year 2021-22 Work Plan  
Discuss and recommend FY 2021-22 Work Plan to be presented to City
4.     Form Subcommittees  
Form new subcommittees and appoint commissioners

## **INFORMATIONAL ITEMS**

5.     Receive information and announcements from City staff

## **COMMISSION/SUB-COMMITTEE/STAFF ORAL REPORTS AND REQUESTS FOR FUTURE AGENDA ITEMS**

## **ADJOURNMENT**

(Based on Council Norms: It will be custom for the Youth Commission to have a recess at approximately 9:00 p.m. Prior to the recess, the Chair shall announce whether any items will be carried over to the next meeting. The established hour after which no new items will be started is 11:00 p.m. Remaining items, however, may be considered by consensus of the Youth Commission)

### **SPECIAL NOTICES TO PUBLIC**

In compliance with the Americans with Disabilities Act and California Law, it is the policy of the City of Los Altos to offer its programs, services and meetings in a manner that is readily accessible to everyone, including individuals with disabilities. If you are a person with a disability and require information or materials in an appropriate alternative format; or if you require any other accommodation, please contact department staff. Advance notification within this guideline will enable the City to make reasonable arrangements to ensure accessibility. The City ADA Coordinator can be reached at (650) 947-2607 or by email: [ada@losaltosca.gov](mailto:ada@losaltosca.gov).

Agendas, Staff Reports and some associated documents for Youth Commission items may be viewed on the Internet at [https://www.losaltosca.gov/meetings?field\\_microsite\\_tid=1=2361](https://www.losaltosca.gov/meetings?field_microsite_tid=1=2361)

If you wish to provide written materials, please provide the Commission Staff Liaison with **10 copies** of any document that you would like to submit to the Commissioners in order for it to become part of the public record.

For other questions regarding the meeting proceedings, please contact the City Clerk at (650) 947-2720.